

Employee Acknowledgment (as part of Performance Review)

I acknowledge that I have received a copy of the Risk Management Division policies and procedures regarding Sexual Harassment, Workplace Violence, Hostile Work Environment, Substance Abuse, and Proper Internet/E-mail Use in the Workplace. My signature means that I have reviewed these documents, understand them, and have discussed the contents with my manager.

Employee Signature/Date

Employee Acknowledgment

I have reviewed this document and discussed the contents with my manager. My signature means that I have been advised of my performance status and does not necessarily imply that I agree with the evaluation.

Employee Signature/Date